

Arkansas State Board of Embalmers and Funeral Directors

Teleconference Board Meeting

MINUTES

Tuesday, January 12, 2016
323 Center Street, 2nd Floor
Main Conference Room
Little Rock, AR
11:00 a.m. – 12:00 p.m.

Chairman James Terry Woodard called the teleconference meeting to order. Members present were: Vice Chairman Bobby Thurman, Bobby Burns, Patricia Roberts, and Sylvester Smith. Members absent were: Ben Brazzel and John Wilkerson. Staff that were present: Amy Goode, Executive Secretary, Nina Carter, Board Counsel, and Ed Armstrong, Assistant Attorney General.

1. Call to Order-

2. Agenda Adoption

Motion made by Burns to adopt the agenda with the correction from Thursday to Tuesday, seconded by Roberts, all in favor. Motion carried.

3. New Business discussion

a. Appointment of Board designee

Chairman Woodard stated as the Board was aware, we were currently operating without an Inspector. During the interim until a new Inspector could be hired, the Board needed to appoint a Board designee. In addition, the Board needed to consider hiring an interim Inspector on a contract basis. Former Board member Jerry Adams indicated he would act as the interim. Motion made by Burns to appoint Jerry Adams interim board designee, seconded by Thurman, all in favor. Motion carried,

Motion made by Burns to appoint Sylvester Smith as Board designee, all in favor. Motion carried.

4. Other business

- a. **Brandon's Mortuary** - Roberts informed the Board that on December 30, 2015 she traveled to Hot Springs to Brandon's Mortuary location. Brandon's Mortuary still had not begun construction at their Hot Spring location. Executive Secretary stated that Roberts had forwarded pictures to the Board office and that they had not renewed that location. They relinquished the license as the Board requested.
- b. **Inspector** - Executive Secretary informed the Board that there was several applicants and that currently applications were being screened for further consideration.

5. Meeting dates:

- a. **January 21, 2016 – 9am**
- b. **March 17, 2016 – 9 am**
- c. **May 12, 2016 - Regular meeting – 9 am**

d. May 12, 2016 – Annual meeting – 1 pm

e. July 21, 2016 – 9 am

f. September 15, 2016 – 9 am

g. November 10, 2016 – 9 am

6. Adjournment

Motion made by Burns to adjourn, seconded by Thurman, all in favor. Motion carried.